

June 13, 2003

John Gardner, Executive Director
Policy Center on the First Year of College
400 North Broad Street , Duplex 1
Brevard, NC 28712

Dear John:

I am forwarding to you a hard copy of the final report of our task force for the Hallmarks of Excellence in the First Year of College at AASCU Institutions. Enclosed you should also find a copy of our application for consideration as a Founding Institution for Phase II of the Project, and a signed copy of the AASCU Conditions of Participation for Hallmarks of Excellence Founding Institutions. As you know, these were forwarded previously as electronic attachments.

Our task force members found participation in this project to be both challenging and rewarding, and we are certain that it has provided an excellent foundation for us to take effective action for further development of our first-year programs and services.

It's been a particular pleasure to work with you once again, John. I appreciate your assistance as our liaison.

Please contact me if you need additional information.

Sincerely,

Debra Sells, Ed.D.
Associate Vice President, Academic Support Services